

**RESOLUTION NO. 2012-07  
CITY OF CREEDE, A COLORADO TOWN**

**ADOPTING THE COLORADO MODEL MUNICIPAL RECORDS RETENTION  
SCHEDULE**

**WHEREAS**, the City of Creede, Colorado (hereinafter the "City"), wishes to improve its records management practices through the adoption of a records retention schedule; and

**WHEREAS**, the City recognizes the value of adopting a records retention schedule to provide legal authority for the destruction of nonpermanent municipal records when they are no longer needed and the permanent retention of municipal records that have enduring value; and

**WHEREAS**, the Colorado Model Records Retention Schedule is available for adoption by Colorado municipalities, with or without local exceptions; and

**WHEREAS**, local adoption of the Colorado Model Municipal Records Retention Schedule will benefit the City, its residents and taxpayers by providing minimum retention periods for City records; and

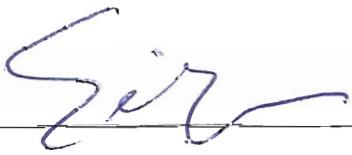
**WHEREAS**, the City wishes to adopt the Colorado Model Records Retention Schedule as approved by the Colorado State Archives and as it may be subsequently revised and amended from time to time.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE CITY OF CREEDE as follows:**

**Section 1.** That the Colorado Model Municipal Records Retention Schedule is hereby adopted by reference by the City as it is currently approved by the Colorado State Archives and as it may be revised and amended by that agency from time to time in the future.

**Section 2.** That the City Clerk is hereby authorized to submit a request to the Colorado State Archives for authorization for the City to follow the Colorado Model Municipal Records Retention Schedule.

**THIS RESOLUTION was introduced and adopted this 5<sup>th</sup> day of June, 2012 by the Board of Trustees of the Town of Creede.**

  
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Eric Grossman, Mayor

Attest:

  
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Randi DePriest, Town Clerk

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